



**Board of Riley County
Commissioners
Regular Meeting
Minutes
May 12, 2014**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 - Dave Lewis, Member](#)

[District 2 - Robert Boyd, Jr., Chair](#)

[District 3 - Ronald Wells, Vice Chair](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
Robert Boyd	County Commissioner	Absent	
Ronald Wells	County Commissioner	Present	
Dave Lewis	County Commissioner	Present	
Cindy Kabriel	Admin Assistant II	Present	
Lori Muir	Real Estate Specialist	Present	
Leon Hobson	Public Works Director/County Engineer	Present	
Debbie Regester	Register of Deeds	Present	
Trent Armbrust	Manhattan Area Chamber of Commerce	Present	
Cory Meyer	Network Administrator	Present	
Dawn Shoffner	Interim Director / Assistant Director IT/GIS	Present	
Clancy Holeman	Counselor/Director of Administrative Services	Present	
Cindy Volanti	Human Resource Manager/Deputy Clerk	Present	
Johnette Shepek	Budget and Finance Officer	Present	
Rod Harms		Present	
Laura Monsanto	KMAN	Present	
Brady Bauman	Manhattan Mercury	Present	
Greg Lund	Park Manager	Present	
Brenda Nickel	Health Department Administrator	Present	
Linda Redding	Nursing Supervisor	Present	
Vern Henricks	Greater Manhattan Community Foundation	Present	
Eileen King	County Treasurer	Present	
Mel Van Der Stelt		Present	
Ginny Barnard	County Extension Agent	Present	

Pledge of Allegiance

Public Comment

Commission Comments

The Board discussed the Kansas County Commissioners Association annual meeting hosted in Manhattan.

Business Meeting

1. Sign a Proclamation for Small Business Week

Moved to sign the Proclamation for Small Business Week.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

2. Sign On-Line Access Agreements for Register of Deeds Office

Approval of On-Line Access Agreements for Parry Inc. And Doc Hunters.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

3. Sign Riley County Personnel Action Forms
 - Jerry Sextro, for a status change and promotion (from high school student on the job training program), as an As Needed Clerical Assistant, in the Appraiser's Office, at a grade D step 1, at \$12.45 per hour.
 - Brandon Smith, an As Needed Clerical Assistant, in the Appraiser's Office, for Separation from County Service, effective May 14, 2014.
 - Amanda Sweet, an On Call Juvenile Intake Officer, in the Community Corrections Department, for Separation from County Service, effective April 8, 2014.
 - Mitzi Farmer, an On Call Juvenile Intake Officer, in the Community Corrections Department, for Separation from County Service, effective April 28, 2014.
 - Kelly Williamson, a HIV-AIDS Case Manager, in the Health

Department, for Separation from County Service, effective April 30, 2014.

4. Sign Riley County Personnel Action Form
 - Curtis Mader, a new hire, as an Engineering Tech Intern, in the Public Works Department, at a grade B step 3, at \$12.11 per hour.
5. Discuss Press Conference for Monday, May 19th

Greg McClure - Crop Report
Gregg Eyestone - Gardening

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - May 5, 2014 8:30 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

Review Tentative Agenda

7. Tentative Agenda

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services and Gary Stith, Flint Hills Regional Council

8. Approval of Flint Hills Regional Transit Administration Interlocal Agreement

Holeman presented the Flint Hills Regional Transit Administration Interlocal Agreement.

Moved to approve the interlocal agreement and authorize the Chairman to sign at the next meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

9:15 AM**Bob Isaac, Planner**

9. Receive memo from Riley County Planning Board for Annual Comprehensive Plan Review

Isaac presented the Riley County Planning Board Annual Comprehensive Plan Review.

Moved to approve the Annual Comprehensive Plan.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

9:30 AM**Press Conference**

10. Present a Proclamation for Small Business Week - Ron Wells and Trent Armbrust (3-5 minutes)
11. New Kansas Health Foundation Grant - Vern Henricks (3 minutes)
12. National Women's Health Week - Linda Redding (3-5 minutes)
13. Health Department presents 2015 budget proposal to Riley County Board of Health Tuesday, May 20th - Brenda Nickel (2 minutes)
14. Dust Control Policy - Leon Hobson (2-3 minutes)

10:00 AM Break

10:10 AM Leon Hobson, Public Works Director/County Engineer

15. Bid opening for asphalt seal oil

The Board of County Commissioners opened the following bids for CRS-1HP and CHFRS-2P asphalt seal oil:

Company	CRS-1HP	CHFRS-2P
Coastal Energy Corp. P.O. Box 218 Willow Springs, MO 65793	\$2.53/gallon	\$2.59/gallon
Vance Brothers, Inc. P.O. Box 300107 Kansas City, MO 64130	\$2.51/gallon	\$2.51/gallon
Ergon Asphalt & Emulsions, Inc. 10416 Caenen Drive Overland Park, KS 66215	\$2.38/gallon	\$2.38/gallon

Moved to refer the bids to staff for evaluation and recommendation.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

10:20 AM Leon Hobson, Public Works Director/County Engineer

16. Bid opening for crushed limestone chips

The Board of County Commissioners opened the following bids for crushed limestone chips:

Company	Price/Per Ton
Bayer Construction Co., Inc. 120 Deep Creek Road Manhattan, KS 66502	\$20.40/ton
NR Hamm Quarry, Inc.	\$21.30/ton

609 Perry Place Perry, KS 66073	
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Moved to refer the bids to staff for evaluation and recommendation.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

10:25 AM Eileen King, Treasurer

17. Monthly Financial Reports

10:40 AM Clancy Holeman, Counselor/Director of Administrative Services

18. Administrative Work Session

10:47 AM 19. Executive session to discuss confidential legal advice regarding pending litigation issues

Moved that the County Commission recess into executive session on pending litigation pursuant to that exception of the Kansas Open Meetings Act allowing consultation with an attorney for the Board which would be deemed privileged in the attorney-client relationship, the open meeting to resume in the County Commission Chambers at 10:57 a.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

Moved to go out of executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis

ABSENT:	Boyd
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No binding action was taken during the executive session.

Moved to authorize the Chairman to sign the settlement document presented by the County Counselor for Riley County District Court Case No. 14-CV-30.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

11:00 AM Johnette Shepek, Budget and Finance Officer

20. CIP, County Building, Economic Development, and ½ Cent Sales Tax Update

11:15 AM Vern Henricks, Greater Manhattan Community Foundation

21. Kansas Foundation Grant Review Request

Moved to approve the matching pledge request in the amount of \$2,000.00 for year two.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

11:30 AM Rich Vargo, County Clerk

22. Year to date budget and expenditure reports

11:40 AM Leon Hobson, Public Works**23. 2014 Asphalt Overlay Bid Recommendation**

Hobson said staff has reviewed the bid and found it to be in order. We have determined Alternate # 2 to be the most economical use of County funds.

Moved to accept the bid for Alternate #2 from Shilling Construction Company, Inc. In the amount of \$56.75 per ton of asphalt and \$1.20 per square yard of pavement milling for a total estimated amount of \$1,328,875 with an additional \$78,875 to paid from Sales Tax Fund.

Moved to activate the expenditure of \$240,000 from the CIP designated for this project.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

11:48 AM Adjournment

Moved to adjourn after the County Officials Luncheon.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Lewis, County Commissioner
SECONDER:	Ronald Wells, County Commissioner
AYES:	Wells, Lewis
ABSENT:	Boyd

12:00 PM County Officials Luncheon**24. County Officials Luncheon**